

Arlington Redevelopment Board
May 16, 2016 Minutes
Town Hall Annex, Second Floor Conference Room, Town Hall – 7:00pm

This meeting was recorded by ACMi.

PRESENT: Andrew Bunnell (Chair), Kin Lau, Andy West, Mike Cayer

ABSENT:

STAFF: Jennifer Raitt, Laura Wiener

Guest: Joshua Davis, Esquire

Documents Used:

The Chairman opened the meeting at 7:00 pm and stated that the meeting was being recorded by ACMi. The Chairman turned to the first agenda item, Brightview Assisted Living-Certificate of Completion. Joshua Davis, Esquire, spoke on behalf of Brightview Assisted Living. Mr. Davis stated that his client neglected to ask for a Certificate of Completion at the same time as the Certificate of Occupancy and stated it was an oversight due to the parallel process because of the Land Disposition Agreement and the fact that it was an Urban Renewal Project. He further stated that the request tonight is to have the Chairman sign and notarize the Certificate of Completion. Ms. Wiener stated that she spoke with Inspectional Services and the Town Engineer's Office and relayed there were no outstanding issues related to the project. Mr. Davis had a prepared motion drafted and handed it to Mr. Cayer to read aloud to all members. Mr. Cayer motioned to approve, Mr. West seconded. All voted in favor.

Mr. Bunnell moved to the agenda item of Recap of Town Meeting and Next Steps. Ms. Raitt suggested spending time reviewing the Town Meeting Zoning Articles and also wanted to give the Board some time to discuss steps to move forward and the Article 11 Substitute Motion resolution. Ms. Raitt shared that she is beginning work to devise a Recodification Committee as part of the Master Plan Implementation Committee, as well as a sub-committee that will be looking at Residential issues. She further stated that having a clear understanding of the recommendations in the Master Plan, which included a zoning audit, and taking clear steps to amend the zoning, will ensure the Town is responsive to the Master Plan. She further suggested, if possible, that the zoning-related policy issues align with the Master Plan.

Mr. Cayer agreed that clear parameters would be beneficial. Mr. Cayer inquired about surrounding towns and their process for recodification as a guideline moving forward. Mr. West agreed with Mr. Cayer that we should research how other communities have done it. He further stated that clear goals need to be articulated. Mr. Lau expressed concern about the recodification timeline. Mr. Bunnell suggested working with the Master Plan Implementation Committee and holding a public meeting geared toward zoning.

Cost factor was discussed and Ms. Raitt shared that \$50,000 was allocated in CDBG funds towards recodification. She further explained that the beginning of the process was to scope the project and determine what staff versus a consultant will work on. Ms. Raitt emphasized the importance of community engagement not only to educate the community but for feedback as well. Ms. Wiener stated that she felt there was general agreement during the past year regarding zoning change and feels that given the history that it may not be hard. Mr. Lau disagreed and fears that people in the community will worry about their property values being negatively affected. Mr. Cayer agreed that the community will fear negative property value impact and stated that was why we need positive impact examples from other communities that have had success with recodification.

Ms. Raitt stated that once a Master Plan is adopted a typical next step is to review policy that needs to change as well as the regulatory process. She further stated that the Zoning Audit showed by-law contradictions which should be cleaned up. Mr. Cayer expressed his preference for how to approach the matter rather than the timing. Ms. Raitt stated that there is a Master Plan Implementation Committee meeting on May 26, 2016 to discuss recodification.

Mr. Bunnell moved to the next item on the agenda, Central School RFP update. Ms. Raitt informed the Board that the RFP was still open and that there were two walkthroughs. She further stated that the RFPs were due Monday, May 23, 2016. Ms. Raitt asked for volunteers from the Board to help review the RFPs. Mr. Bunnell volunteered and Mr. Lau offered to back up Mr. Bunnell.

Mr. Lau motioned to approve the meeting minutes from April 25, 2016. Mr. Cayer seconded. All in favor.

Mr. Lau motioned to approve the meeting minutes from May 2, 2016, Mr. West seconded. All in favor.

Mr. Cayer moved to adjourn, Mr. Lau seconded. All in favor.